



**CITY OF ROSLYN
PLANNING AND HISTORIC PRESERVATION
COMMISSION MEETING MINUTES
FEBRUARY 9, 2012 – 6:00 P.M.**

109 S 1st, Roslyn, Washington

CALL TO ORDER, ROLL CALL, AGENDA UPDATE

Meeting called to order at 6:00

Commissioner Flowers, Commissioner Craven, Commissioner Basterrechea, Commissioner Whitelaw, Commissioner Sweet, Commissioner Woodwell, Commissioner Brodine.

City Planner – Lisa Haley

Commissioner Craven made a **motion** to excuse Commissioner Flowers. Commissioner Whitelaw seconded the **motion**. All Commissioners voted and the **motion** was approved 4-0.

Commissioner Craven made a **motion** to excuse Commissioner Sweet. Commissioner Whitelaw seconded the **motion**. All commissioners voted and the **motion** was approved 4-0.

Commissioner Craven made a **motion** to excuse Commissioner Basterrechea. Commissioner Whitelaw seconded the **motion**. Commissioners voted and the **motion** was approved. 3-1 (Commissioner Woodwell nayed).

Commissioner Basterrechea arrived at 6:15 p.m.

CONSENT AGENDA:

CITIZEN'S COMMENTS: (on non agenda items)

Commissioner Brodine opened the floor to the public.

Anthony Novack 408 S. 2nd Street. Would like Commission to review the Accessory Dwelling Ordinance in regards to requiring a separate water and sewer connection hookup and \$7900.00 fee. City Planner explained that when the ADU ordinance was first created Commission did not want to charge a

separate water and sewer hookup and fee. When ordinance was presented to council, council changed the language to require the hookup and fee. Commissioner Brodine would like to put the ADU ordinance on the March 8th, 2012 meeting.

Mayor would like information on ADU (Accessory Dwelling Unit).

DISCUSSION ITEMS: (action may be taken following commission discussion)

1. Minutes of December 8, 2011 - Commissioner Craven made a **motion** to approve the minutes of December 8, 2011. Commissioner Whitelaw seconded the **motion**. Commissioners voted and the **motion** was approved 3-0.
2. Minutes of January 12, 2012 – Commissioner Basterrechea made a **motion** to approve the minutes of January 12, 2012 minutes. Commissioner Woodwell seconded the **motion**. Commissioners voted and the **motion** was approved 3-0.
3. Design Review application – filled out by Commissioners. Commissioner Whitelaw is still researching options that would make it easier for people to fill out city applications.
 1. add owners name/signature
 2. add garage under proposed
 3. add building heights
 4. Remove total rise in property elevation
 5. Add trim requirements
 6. Sliding door add must look like French doors
 7. Remove blank walls
 8. Add foundation exposure
 9. Siding match existing
4. Sign Permit Review application – submitted filled out by Commissioners. Will be reviewed at the next meeting in February.
5. Historic Grant 2012 – 2013 move forward with the North Addition request for survey. All commissioners voted and motion was approved. City staff will move forward with filling out paperwork to present to council.
6. Kittitas County Hotel Motel Lodging tax grant – Commissioner Woodwell made a **motion** to apply for the Hotel Motel Lodging tax grant for historic plaques for the Roslyn Register of Historic Properties. Commissioner Whitelaw

seconded the **motion**. All commissioners voted and the **motion** was approved 4-0.

Commissioner Woodwell made a **motion** to adjourn meeting. Commissioner Basterrechea seconded the **motion**. All commissioners voted and the **motion** to adjourn was approved.

Janine Brodine, RPHPC Chair

Attest; _____
Lisa M. Haley